

Fall 12-9-1952

## Senate Meeting December 9, 1952

Academic Senate  
*Illinois State University*

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SENATE MEETING  
December 9, 1952

Dean Larsen  
**RECEIVED**

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The meeting was called to order by President Fairchild with all members present except Mr. Carrington, Miss Knudson, and Dean Keaton. Mr. Peithman attended the meeting representing the Music Department. The president called attention to the fact that he had asked Miss Melrose, Recorder, to become a member of the Senate.

The president made the following requests and announcements:

1. The snack bar in Fell Hall will open on January 5. Students are asked to suggest names for the snack bar. The one whose suggestions will be adopted will receive a prize. (Note: This was later indicated as ten dollars in trade at the snack bar. The contest was under the direction of the Student Council and "The Cage" was chosen as the official name.
2. Two guest assembly speakers will be on the program on Wednesday, December 10. They will speak on Courtship and Marriage.
3. Many steps are involved in the development of plans for the proposed Student Union, but the committee is making very definite progress.
4. There is a very definite possibility that a place comparable to Allerton Park will become the property of the university at some time in the future.
5. There is definite encouragement in the possibility that the university may receive a gift to the extent of about \$100,000 for the erection of a chapel on the campus. This, of course, will need to have Board approval.
6. The annual Christmas service sponsored by the University Club will be held at 3 p.m. in Capen Auditorium on Sunday, December 14.

President Fairchild asked Dean Larsen to discuss proposals for the Summer Session of 1953. Dean Larsen suggested that the amount of credit given for courses in the Summer Session be the same as that given during the regular school year. He pointed out that with periods of sixty minutes in length, two semester hour courses might meet four days a week and three semester hour courses five days a week. He suggested that the teaching load per faculty member might vary from eight to nine semester hours per summer. He proposed that the student maximum load should continue to be nine semester hours.

President Fairchild next asked Mr. L. W. Miller to discuss the extension offerings. Mr. Miller distributed copies of a tentative listing of courses to be offered by extension during the second semester. Mr. Miller also asked for consideration of the possibility of: (1) Varying the amount of credit to be given in courses to be offered by extension and (2) Developing some courses to be offered by extension only. President Fairchild emphasized the importance of extension work and expressed his appreciation of the co-operation of departments in planning for such offerings and necessary staff in advance. He urged that thought be given to offering courses that are likely to have a definite demand.

Mr. De Young moved that the Senate approve offering courses during the Summer Session for the same amount of credit as during the regular year on an experimental basis for two or three years. Mr. Stombaugh seconded the motion and it was carried.

It was agreed that the request made by Mr. Miller be put on the agenda for further consideration.

President Fairchild made additional announcements as follows:

1. Cards concerning teaching plans for the Summer Session of 1953 are being placed in post office boxes and are due back with reactions to the President's Office not later than Wednesday, December 17. All faculty members should turn in cards.
2. Some new folders to be used in the admissions program have just recently come from the press.
3. Copy for the new bulletin "Your Teaching Career" is ready for the press, and it is hoped that these bulletins will be available rather soon.
4. The report of the Round-Up will now be in the form of a brochure rather than as a regular bulletin in order to make the January issue of the bulletin available for the Graduate School each year.
5. Department heads who need assistants which might be the equivalent of graduate assistantships should make such needs known to Dean Larsen. They may plan for two at \$50 per month each or one at \$100. Such help will not be under the name of the usual graduate assistantships but will probably be called faculty assistantships. There is no definite promise at this time that even this help will be available.
6. It is hoped that the checks for the first two weeks of December will be available not later than December 18 or 19.
7. The president will be away from the campus from Friday afternoon of this week to Thursday morning, December 18. He is chairman of a visitation committee to visit the College of Education of Drake University. During his absence, Dean Larsen will be in charge.
8. The next regular Senate Meeting will be held on Tuesday, January 6, and the next regular Faculty Meeting on Tuesday, January 13.
9. One-half of the time of the January Faculty Meeting will be devoted to a report of the curriculum committee. The statement signed by prospective students when they make application for admission will be explained.

Dean Larsen requested that Heads of Departments and Directors of Divisions keep the following in mind in planning programs of students:

1. Requests for substitutions should be approved by the Dean's Office before the substitute courses are taken.
2. For students who wish to take more than seventeen semester hours, programs may be planned for additional work in advance, but the Dean's approval should not be expected until after marks are reported for the current semester.
3. Seniors should not be scheduled for graduate courses to be counted as undergraduate credit unless they have an overall average of "B", the approval of the instructor, and the approval of the Dean.

Dean Larsen also asked Heads of Departments in planning Summer Session offerings to select courses in which it is likely there will be a fairly good enrollment. He pointed out that in the summer of 1952, 130 courses out of 185 had an enrollment of less than fifteen students.

President Fairchild indicated that it will be necessary to issue a faculty bulletin sometime before the holidays.

The president also announced that there are additional calendar appointment books for sale in the Alumni Office.

The meeting adjourned.

Elsie Brenneman  
Secretary

Agenda:

1. Further consideration of the requests of Dr. Miller concerning extension offerings.

Note: Dr. Peithman, representing the Music Department, was supposed to make an announcement but opportunity did not seem to be available, hence this addition to the minutes.

1. Any music minor taking theory next semester should see Mr. Peithman immediately for placement tests.
2. Students who would be taking 111 or 112 should take their placement test immediately so that classes may be equalized.